

PUBLIC ACCESS ROOM

NEWSLETTER

A division of the Legislative Reference Bureau

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Legislative Timetable

January

14th Prefiling of Bills.
21st Opening Day.
26th State-of-the-State Address.
28th Last day for introduction of bills.

February

20th First Lateral.

March

5th First Decking - last day to file non-budget bills.
9th Last day to file budget bills.
11th First Crossover.
16th - 22nd Mandatory 5-day recess.
24th Last day to introduce substantive resolutions.
25th Second Lateral.

April

7th Last day for floor presentations.
8th Second Decking - last day to file bills in non-originating body.
15th Second Crossover - last day to disagree.
16th First Crossover for Concurrent Resolutions.
22nd Deadline for final form of constitutional amendments.
26th Second Crossover for Concurrent Resolutions.
29th Last day to file non-fiscal bills to deck for Final Reading.
30th Last day to file fiscal bills to deck for Final Reading.

May

6th Adjournment Sine Die.

REGISTERING AS A LOBBYIST

Are you planning on conducting business at the legislature this year? Do you plan on affecting legislation for the 2004 Regular Session?

Are you getting monetary compensation for the work that you do at the legislature? You may have to register as a lobbyist. The following information will help you to find out if you must register, and the steps you will need to take as a result. Further information and details are available at the Hawaii State Ethics Commission website:

<http://www.state.hi.us/ethics/>.

Who is considered a lobbyist?

The definition of a lobbyist, according to HRS § 97-1, is “...any individual who *for pay or for other consideration* engages in lobbying in excess of five hours in any month of any

reporting period described in section 97-3 or spends more than \$750 lobbying during any reporting period described in section 97-3.”



Requirements of Registration

According to HRS § 97-2, the following steps must be taken to register if you meet the criteria listed above:

- 1) The lobbyist must file a registration form with the Hawaii State Ethics Commission, available online at <http://www.state.hi.us/ethics/noindex/formpdf/lreg.pdf>. This must be done at least 5 days prior to beginning your lobbying activity. The registration forms can be filled out and mailed or delivered in person to the Hawaii State Ethics Commission at Bishop Square, 1001 Bishop Street, ASB Tower 970.
- 2) The lobbyist must present and certify the following:
 - Name, mailing address and business telephone number of the lobbyist.
 - The name and address of each person or organization for whom the applicant is lobbying.
 - Indicate which subject areas for which the lobbyist wishes to lobby.

- 3) Complete the “certification of lobbyists” section and forward the registration form to the person or organization for whom you plan to lobby.
- 4) The person or organization for whom the lobbyist is working must complete the “authorization to lobby”.
- 5) If lobbying for more than one person or organization, a separate form is required for each entity you represent.
- 6) For further information on registration requirements and restrictions, review the HRS § 97-2.
- 7) Further questions regarding registration may be directed to the Hawaii State Ethics Commission: (808) 587 0460. Specific instructions for completing the form is available online at <http://www.state.hi.us/ethics/noindex/formpdf/reginst.pdf>.

Renewal of Registration

In order to renew, the lobbyist must complete a registration and authorization form and forward it to the State Ethics Commission at least 10 days before the start of the legislative session.

Expenditures and Contributions

A statement of expenditure shall be filed with the State Ethics Commission on March 31, May 31, and January 31 of each year for use by the following persons:

- 1) Each lobbyist.
- 2) Each person who spends \$750 or more of their own money, or another person's or organization's money, during a six month period while attempting to influence legislation. This amount shall not include expenditures on travel, incidental meals and lodging.
- 3) All those who employ or contract one or more lobbyists. If the person lobbies on behalf of a professional association, industry or trade, the association is the employer of the lobbyist.
- 4) The downloadable form for individuals is available at: <http://www.state.hi.us/ethics/noindex/formpdf/lob.pdf>. For organizations that employ lobbyists, the form can be downloaded from <http://www.state.hi.us/ethics/noindex/formpdf/org.pdf>.

Instructions for completing the expenditure form for individuals is available online at <http://www.state.hi.us/ethics/noindex/formpdf/lobinstr.pdf> and for organizations that employ lobbyists, the instructions are available at <http://www.state.hi.us/ethics/noindex/formpdf/orginstr.pdf>.

List of Lobbyists

A list of registered lobbyists and their employers will be available through the Hawaii State Ethics Commission once it is feasible, after the commencement of each regular legislative session.

For further information on registering as a lobbyist, contact the Hawaii State Ethics Commission: (808) 587 0460 or visit their web site at <http://www.state.hi.us/ethics>.

LEGISLATIVE CALENDAR EVENTS

Twenty-Second Legislature and the Second Year of the Biennium: The 2004 Session is the second year of the biennium for the Twenty-Second Legislature, January 21st-May 6th

The Twenty-Second Legislature is comprised of the 2003 and 2004 legislative sessions and corresponds to elections which take place every two years. A biennium (literally, a two-year period) begins in an odd-numbered year and ends in an even-numbered year. We are currently in the second year of the biennium for the Twenty-Second Legislature.

Prefiling of Bills: Starts one week before the opening day of the legislative session, January 14th

Up until the 1990 legislative session, bill introduction usually commenced one or more days after opening day. In 1990, both houses of the legislature jointly agreed to allow “pre-filing” of bills (and resolutions) one week before the opening day of a legislative session in the second year of the biennium.

Opening Day: First day of the legislative session, January 21st

This day marks the official commencement of a new legislative session. According to Article III, Section 10, of the Constitution of the State of Hawaii, “The Legislature shall convene annually in regular session at 10:00 o’clock a.m. on the third Wednesday in January.”

Bill Introduction Cut-Off: Last day to introduce bills, January 28th

During the 1984 General Election, voters approved a proposal to delete a constitutional requirement mandating the cutoff date for bill introduction to be after the 19th day of the session. As a result, the legislature now has the flexibility to establish the deadline for introducing bills. Both houses of the legislature may set additional deadlines before bill cutoff that affect the introduction of bills, such as a deadline after which the number of bills each legislator may introduce per day is limited.

Packages of Bills: Sets of legislation proposed by caucuses and other government agencies for consideration by the legislature

These are sets of bills that are introduced as a group or “package” that traditionally pertain to government agencies and caucuses. As an example, executive branch agencies usually draft bills that affect their departments and have them introduced as a part of “The Governor’s Package”, also commonly referred to as “administration bills”. The Governor’s Package is introduced by request (noted as “B.R.” next to the introducer’s signature on the bill) in both the House and the Senate by the Speaker and President respectively, and contain exactly the same language. The Senate and House bills are then known as “companion bills”.

Greetings from the PAR - Suzanne Marinelli

“All politics is personal.” This cliché has run through my head countless times the last few weeks, as we’ve begun to prepare for the beginning of the legislative session.

Every conceivable issue comes through the Public Access Room. Child care, public safety, street biking. Security, education, transportation, crop engineering. Welfare, recycling, art acquisition. There are common threads running through all these issues, threads that weave the tapestry of our lives and draw us together in many ways, even when our people strongly disagree.

One thread might be the voice of aunties in Molokai raised in unity with students in Makaha, mothers in Lihue, teachers in Pahoa, over an issue that affects them all. Or kupuna coming down to the Capitol to have their say. Young children writing to their politicians, mis-spelling words above their heads, perhaps, but saying loud and clear what’s in their tiny earnest hearts.

So what are we making here, what’s being woven? It’s democracy. Clumsy, time-consuming, frustrating democracy, woven of many different issues, beliefs, and threads. It’s the noisy, confusing voice of the people raised in often divergent song, that somehow sounds a symphony. It’s the mantle we wrap around us in what often seems to be a cold and heartless world.

Mixed metaphors, yes. And sometimes that’s okay. Mixing metaphors can aptly illustrate the *wildly* divergent beliefs and opinions that come through the Public Access Room and on to the Capitol’s hearing rooms. So welcome. Bring your weavings, your songs, your disagreements, and your testimony. Bring your determination, your hope, your fears, your beliefs and your own metaphors. Let’s mix it all up into a stew, and serve it up with warmth and nourishment. Let us serve democracy. Let us celebrate the inalienable rights of our citizens to shape our own governments and lives. Let us treasure this, and work together to keep it strong.

Meet the PAR Staff



"Life long learning" has been **Larry Ka'aloehukai Kamakawiwo'ole's** motto from day one. Whether as a student at Kamehameha in the 50's, a seminarian in Berkeley in the 60's, a backpacker traveling around the world and a teacher of English at a college in Japan in the 70's, a law student in Washington, D.C. in the 80's, an attorney in Honolulu in the 90's, and as a legislative researcher at PAR for the 2004 legislative session, Larry has integrated his learning experiences to better the community around him. Please visit PAR the next time you're at the Capitol. We're here to assist you in making a better Hawai'i.



Malulani Janean Merseberg, affectionately referred to as "Malu", has recently returned to her background in politics for the 2004 legislative session. After graduating from the University of California, Santa Cruz in 1999 with a Bachelor of Arts in Politics, she returned home hopeful of someday taking part in the betterment of our state through the legislative process and law. Currently, she is a Legislative Researcher with the Public Access Room and is enrolled in the Paralegal program at Kapi'olani Community College. In whatever time she can spare, she attempts to catch up on her reading, enjoys relaxing to all kinds of music and American Chopper, and maintains an active lifestyle by participating in various ocean sports including outrigger canoe paddling and body boarding. Malu wishes all of us an exciting and interesting session. *Imua e na po'e o Hawaii!*



Summer Ka'onohiokala Starr - Born on the island of Maui, Summer is a recent college graduate from the University of Hawai'i at Manoa with a degree in "Protecting Hawai'i's Environment". Throughout her studies she realized that detailed knowledge of the political arena is a vital variable in achieving many of her personal goals. Summer is very excited about the upcoming legislative session. She knows it will be a valuable and educational experience. Her extracurricular activities include surfing, hiking, camping, and various community service projects. She wishes everyone a wonderful legislative session and hopes to meet many of you. Aloha.

The Public Access Room of the Hawaii State Legislature hosts a series of workshops for the public on a number of topics that pertain to the legislature. Listed below are the workshops that are available. If you are interested in attending any of the scheduled workshops for February, please contact the Public Access Room at 587-0478. The workshops will be held in the Public Access Room (room 401 in the State Capitol) and seating is limited so sign up soon.

Legislative Process – Learn about the Legislative Timetable, Deadlines, Readings, Conference Procedures, and internal rules of the House and Senate.

Useful Internet Sites – Learn about the research tools available on-line including the legislature's website and the State government website.

How to Lobby and Testify – Learn some useful tips and strategies for successful lobbying and advocacy. Learn how to write effective testimony as well as protocols and rules for submission.

Reading and Understanding Legislative Documents – Learn how to read and understand legislative documents including Orders of the Day, Hearing Notices, Bills and Resolutions, Referral Sheets, Journals and Governor's Messages.

February Workshop Schedule

February 4	Process	1:00 pm
February 10	Process	1:00 pm
February 10	Documents	5:00 pm
February 12	Testimony	1:00 pm
February 12	Internet	5:00 pm
February 17	Documents	1:00 pm
February 17	Process	5:00 pm
February 19	Internet	1:00 pm
February 19	Testimony	5:00 pm
February 24	Process	1:00 pm
February 24	Internet	5:00 pm
February 26	Process	1:00 pm
February 26	Testimony	5:00 pm

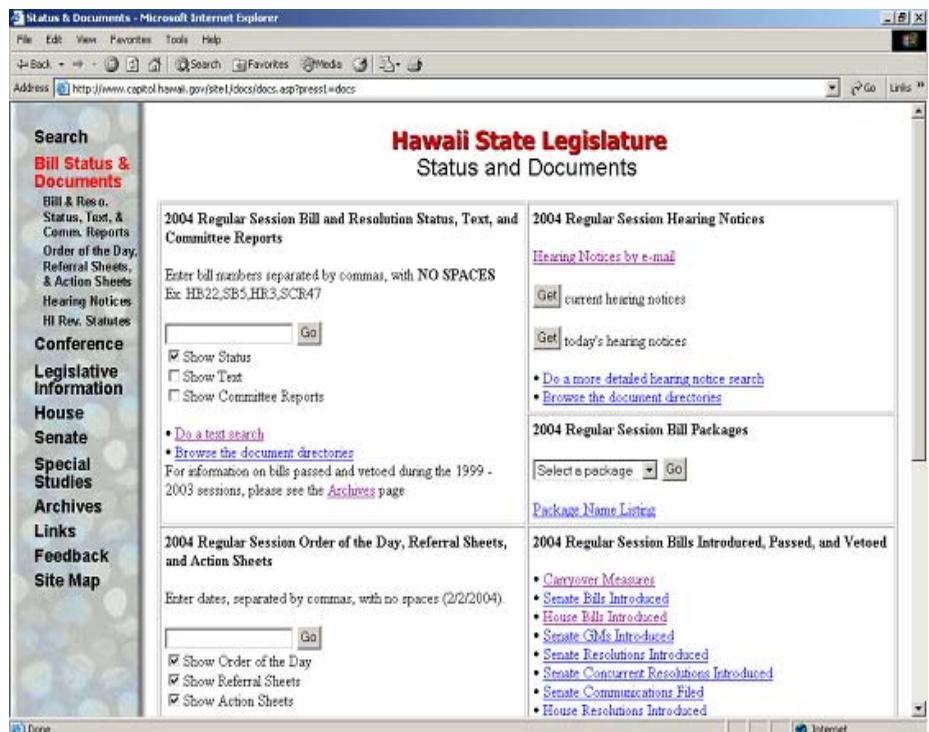
How to sign up for hearing notices by e-mail.

1. Log onto the legislature's website at www.capitol.hawaii.gov.

2. Click on "Bill Status and Docs".



3. On the upper - right portion of the screen, click onto the link called "Hearing Notices by e-mail".



4. For new members, enter your email address into the lower box and click "New Member".

5. Existing members who have not yet done so, must sign up for the service again for the 2004 Regular Session. To log-in to an existing account and update your information, enter your email address and password into the upper box.

6. New members are asked to fill out the fields in the following screen and provide some optional contact information and click "Submit".

7. Select the House and/or Senate committees you are interested in receiving hearing notices from.

The screenshot shows a web browser window titled "Hearing Notices By E-Mail - Microsoft Internet Explorer". The address bar shows "http://www.capitol.hawaii.gov/leginfo/hearing.html". The page has a header "Hawaii State Legislature" and "Hearing Notices By E-Mail". Below the header, there is a paragraph explaining the purpose of the page: "Place a checkmark in the boxes next to the committees for which you would like to receive hearing notices. Remove the checkmark if you want to stop receiving hearing notices, then press the Update Committees button below. You will NOT receive Conference Hearing Notices unless you place a checkmark in the COSP box below." Another paragraph states: "If you would like to UNSUBSCRIBE, please remove all checkmarks in all boxes, then click on the Update Committees button below." There are two sections of checkboxes: "Senate Committees" and "House Committees". The Senate section includes checkboxes for CPE, ECD, EDS, EIS, HSG, HTH, JSTV, LEB, SAT, THO, TSM, WAM, and WLA. The House section includes checkboxes for AGR and CFC. A "Update Committees" button is located at the bottom of the page.

8. Scroll down to the bottom of the screen and click "update committees".

9. If you would like to update your member information, do so as indicated.

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****Once confirmation is given, e-mail hearing notices should begin to arrive as they are scheduled.**